Explanation of Drawdown Support Form

The drawdown support form provides the following information:

1. Column 1 contains the budget activity and the individual line items associated with the activity, if applicable.

2. Column 2 contains the IDIS activity number. (DHCD will provide this number when your project is set up in the IDIS system, after receipt of the first drawdown request.

3. Column 3 contains the CDBG budget amount for each individual line item associated with the activity and a subtotal for the activity.

4. Column 4 contains the CDBG amount being requested for the drawdown by each individual line item and a subtotal of the amount being drawn for the activity.

5. Column 5 contains the cumulative amount drawn for each individual line item and a subtotal of the amount that has been drawn for the activity. This amount includes the amount being requested.

6. Column 6 contains the percentage amount drawn for each individual line item and subtotal. The percentage is calculated by dividing the cumulative amount drawn by the CDBG budget amount for each individual line item.

7. The total line contains the budget total, drawdown total, cumulative total, and percentage total.

8. The bottom line is used for tracking and reporting program income earned. The amount shown on the bottom line in column 4 is the amount of program income earned during the drawdown period. The amount shown on the bottom line in column 5 is the cumulative amount of program income that has been earned during the entire grant period